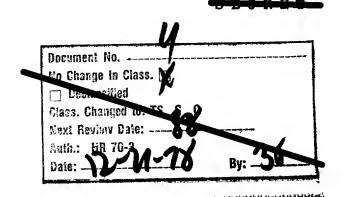
Approved For Release 2001/11/01: CIA-RDP78-04718A001800090009-6

Executive Registry

Mark out the few



13 April 1955

MEMORANDUM FOR:

Deputy Director (Support) (Info) - 2 Deputy Director (Intelligence - 10 Deputy Director (Plans) - 17 Director of Communications - 3 Director of Personnel - 5 Director of Training - 3 Director of Security - 10 Director of Logistics - 9

Chief, Medical Staff - 3 Comptroller - 3 Inspector General - 1 General Counsel - 1

Records Management,

SUBJECT

: Proposed Notice Forms Management - Numerical Forms Indexes (Job #971-TT)

- 1. Subject issuance is submitted for concurrence and comment.
- 2. This notice provides three indexes of forms approved for use in this Agency:

Attachment 1 - Index of Current CIA Forms

Attachment 2 - Index of Current Standard Forms and Other Government Agency Forms

Attachment 3 - Index of Obsolete CIA Forms

The listings are current as of 31 December 1954.

Working level collaboration was effected on a previous draft of the notice with Area Records Officers throughout the Agency. Recommende changes have been incorporated in this draft. As a result of this coordination 125 forms of other Government agencies, including a number of Standard Forms were declared applicable to the Agency, and 129 forms were declared obsolete, which resulted in the development of attachment 3.

25X1A